

PART III. OVERSEAS PAY - ADJUSTMENTS AND ADDITIONS TO PAY FOR SERVICE ABROAD

Response Due: August 12, 1988

This Part of the inquiry seeks information about the policies and practices of the agency relating to additional pay and allowances for employees assigned to work abroad.

(NOTE: NAPA has sufficient information on Questions 13 and 14 from STATE; however, we would appreciate having STATE respond to Question 12. NAPA needs information on Questions 12, 13, and 14 from CIA, NSA, DIA, the MILITARY INTELLIGENCE SERVICES, and FBI, unless noted otherwise on specific questions below.)

Question 12. Objectives of Additional Pay and Allowances for Overseas Assignments: Several possible purposes may be served by giving employees extra pay and special allowances for service abroad. Please check off any purpose on this list that apply in the agency, and provide additional comments on any you feel need more explanation.



To give employees incentives to take assignments in other countries.



To reimburse employees for extraordinary expenses they would face in an overseas assignment but not in an assignment within the United States.



To compensate employees for social or physical hardships incidental to overseas assignments, e.g., disruption of family life, community services and living conditions not up to U.S. standards, separation from accustomed patterns of life in the United States, necessity of learning to function in an unfamiliar cultural environment, physical hardships relating to climate, the environment, unavailability of health care, isolation, the particular job to be done, or other factors.



To enable employees to maintain a respectable life style as representatives of the United States.



To enable employees to maintain a life style on a par with other Americans in the same locations.



To enable employees under cover to maintain a life style commensurate with the functions and social standing of the lines of work they are presenting as their own.



To keep employees from suffering economic losses because of their absence from the U.S., or because of fluctuations in the value of the dollar.



To offset the special hazards of representing the United States in areas where terrorism abounds and is aimed at U.S. officials in particular.



Other objectives: _____

Question 13. Check List of Possible Allowances for Service Overseas: The following check list presents numerous kinds of allowances, one-time payments, or tax exemptions that may be given to employees serving abroad, but not to employees serving in the U.S. Most of these items are derived from a list of such allowances available to members of the Foreign Service; but some of them come from lists of special allowances that are available to employees of intelligence agencies but not to the Foreign Service. Please check off all items that may apply, in some form, to employees of the agency serving overseas, even if agency employees do not receive exactly the same payments as members of the Foreign Service:

AUGMENTATION OF BASIC PAY ON A CONTINUING BASIS -



Payment of an increased rate of basic pay for service overseas. (Describe how the extra pay is calculated, e.g., a flat percentage of basic pay added to basic pay, or a separate salary table for overseas work. If so, send a copy of the table.) ** When transferred overseas, an office is either a GS-7 or 8; however, this could mean a decrease, depending on previous grade and work assignment in U.S.*
(Note: NAPA has sufficient information on this point either from CIA and STATE. NAPA needs information on this point from NSA, DIA, the MILITARY INTELLIGENCE AGENCIES, and FBI.)



Extra pay incentives for performing covert work overseas.



Extra pay for assignment with paramilitary operations or similar assignments.

MONETARY ALLOWANCES RELATING TO MOVING OVERSEAS -



Advance of pay: advance of salary to ease the transition from domestic to foreign assignment, to be repaid over time by payroll deductions. *FBI does not do this, although provided for by Dept. of State regulations.*



Consumables shipment: payment to buy and send consumable foods and expendable supplies to a post where such commodities will be unavailable.



Residential transactions: reimbursement for lease-breaking or for residential transactions for moving from the U.S. overseas.



Moving and storage of household goods: payment to move household goods either to post of duty or to a storage facility.



Transfer allowance - foreign: payment for certain expenses incidental to closing down residence in U.S. and moving overseas, e.g., predeparture subsistence for lodging, meals, laundry; converting household appliances; automobile registration fees and drivers license fees. ** None on closing down residence in the U.S.; "yes" on everything else.*



Transfer travel and per diem: payment of travel and per diem expenses for employee and dependents in moving to overseas post.



Temporary lodging allowance: payment to employees upon arrival at overseas post to defray costs of hotel rooms while locating residence quarters or awaiting arrival of furniture.



Supplementary post allowance: payment to offset extraordinary meal expenses when employee and family are compelled to occupy temporary nonhousekeeping quarters upon arrival at overseas post because temporary quarters with housekeeping facilities are not available. ** we do pay this as a transfer related advance allowance*



Transportation of automobile: payment to transport private automobile overseas and back to the U.S., or to transport a replacement vehicle if automobile is stolen or destroyed, or if the employee is overseas more than four years.

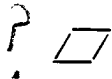


Tax reimbursement: reimbursement for Federal, State, or local income taxes charged on travel and transportation expenses and relocation allowances.

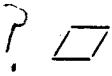


Lost or damaged property: payment of claims for loss of or damage to personal property.

NONMONETARY BENEFITS RELATING TO MOVING OVERSEAS -



Federal manufacturer's excise tax exemption: employee is exempt from paying Federal manufacturer's excise tax on automobiles or other goods taken overseas with intent ultimately to sell or dispose of them and not to bring them back to the U.S.



Customs privileges: foreign government waives its customs duties for agency employees, on a reciprocal basis with U.S. Government.

- ☒ Family orientation training: orientation of family members going abroad with employee.
- ☒ Medical examinations: free medical examinations for employee and dependents incidental to change of assignment.
- ☒ Immunizations: free immunizations and booster shots for employees and dependents.

MONETARY ALLOWANCES RELATING TO LIVING ABROAD -

- ☒ Post allowance: payment of "cost of living" allowances added to salary for serving at posts where the costs of goods and services significantly exceed costs in Washington, D.C. **tax-free, based on employee's salary and family size. (Example: Paris & London)*

* PANAMA City ☒
Bogota
Mexico City

- ☒ Post differential: payment of differential added to salary for "hardship" posts, for assignment or detail to posts with unusually difficult or unhealthful conditions or severe physical hardships. (If agency pays a hardship post differential, may employee elect to get extra service credit toward retirement instead of money? ☐ Yes ☒ No) *No extra credit toward retirement but hardship post differential (taxable) based on salary*
- ☒ Separate maintenance allowance: payment of allowance added to salary for maintaining family at a location other than the overseas post of duty (in lieu of other family allowances).

- ☒ Basic living quarters allowance: payment of allowance to enable employee to secure suitable housing and related services if U.S. Government does not provide quarters at the post of duty, including payment for rent, garage space, furniture rental, property insurance, agent's fees, initial repairs.

- ☒ Supplemental living quarters allowance: payment of additional allowance when the basic allowance is insufficient.

- ? ☐ Foreign income tax reimbursement: payment of reimbursement for income taxes paid to foreign government (in lieu of exemption from income taxes of foreign country).

- ? ☐ Layette shipment: payment for shipment from U.S. to overseas post of clothing, furniture, and equipment for a newborn child.

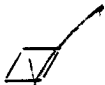
- ☒ Representational allowances: payment of allowances for expenses related to representing the U.S., for entertainment, gifts, gratuities.

NONMONETARY BENEFITS RELATED TO LIVING ABROAD -

- ☒ Government housing: housing provided by U.S. Government at post overseas, including heat, fuel, lighting, furniture, equipment, repairs, maintenance, garage space, guards, gardeners, and telephone installation (in lieu of monetary housing allowances).
- ☒ Commissary: permission to make purchases at military commissaries or post exchanges.
- ☒ Military clubs: permission to use military clubs, messes, and recreational facilities overseas.
- ? ☐ Duty free goods: foreign government allows agency employees to purchase goods duty free, on a reciprocal basis.
- ☒ Health care: health care for employee and dependents provided at overseas post of duty, including hospitalization at Government expense. * *to be reimbursed by health care insurance*
- ☒ Local holidays: time off on local holidays of foreign country, as well as U.S. national holidays.
- ☐ Income tax exemptions: exemption from local income taxes of foreign government (in lieu of reimbursement for local income taxes).
- ☒ Loan of household goods: U.S. Government lends employee basic household furnishings and equipment for use at post of duty in lieu of paying costs to ship household goods overseas and back. * *PARIS, Rome, London, Bonn, Tokyo, Canberra*

SPECIAL MONETARY PAYMENTS FOR EXPENSES RELATING TO FAMILY LIFE -

- ☒ Education allowance: payment for educational expenses of children, including tuition, room and board, and travel expenses between post of duty and location of school.
- ☒ Educational travel allowances: payment for travel expenses of student attending college in the U.S., covering round trip between post of duty and U.S. * *Kindergarten thru 12th grade*
- ☒ Emergency visitation travel: payment of expenses for employee, spouse, or family member to travel to the U.S. from overseas post to visit family member suffering serious illness or injury, or likely to die. * *Not to exceed the age of the 22nd birthday*
- ☒ Health care travel: payment of travel expenses for employee or dependents to get health care or dental care not available at post of duty, including travel expenses of patient and expenses of family member or attendant required to accompany the patient.



Emergency evacuation: payment of allowances in event of emergency evacuation of employee and/or family from post of duty, including travel expenses, subsistence, and other allowances.



Separated parents: payment of travel expenses of children sent to visit separated or divorced parents.

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SPECIAL MONETARY ALLOWANCES RELATING TO REST, RECUPERATION, OR RECREATION WHILE OVERSEAS -



Home leave: payment of travel expenses and per diem and limited freight expenses for employee and family between overseas tours of duty (time off charged to annual leave).



Rest and recuperation: payment of travel expenses of employee and family to travel for rest and recuperation during period of service at posts that present unfavorable conditions of climate, isolation, housing, sanitation, lack of essential services, prevalence of communicable diseases, or unusual personal hazards.

SPECIAL MONETARY AND NONMONETARY ALLOWANCES RELATED TO SERVICE IN DANGEROUS POSTS -



Danger pay: extra pay for danger at a post where civil insurrection, civil war, or warlike conditions prevail.

* PANAMA City



Family visitation travel: payment of travel grant for an employee in an imminent danger area to visit family located away from the danger area.



Stress, hardship, abuse allowances: special leave and/or travel allowances for employees who have been subjected to unusual physical or psychological stress, or hardship, or abuse.



Death gratuity: payment of death gratuity to dependents of an employee killed overseas as a result of hostile or terrorist activities or high-risk intelligence activities.



Income tax exemption: U.S. Government foregoes income taxes of an employee who dies because of terrorist activities overseas.

MONETARY ALLOWANCES RELATED TO RETURN FROM ABROAD -

(Note: payments for moving and storage of household goods, for transfer travel and per diem for employee and family and for transportation of personal automobile, are assumed to be

the same for moving back to the U.S. as for making the move overseas. These items were listed above under the heading "MONETARY ALLOWANCES RELATING TO MAKING THE MOVE OVERSEAS".)

- ☒ Transfer allowance-home: payment of allowance to assist with relocation expenses back to the U.S., covering subsistence (hotel lodging, meals, laundry, for up to 60 days after arrival in the U.S.), and miscellaneous expenses (converting household appliances, obtaining automobile registration and drivers license.) ** Could be up to 120 days based on Federal Travel Regulations (FTRs)*
- ☒ House-hunting: reimbursement for expenses of house-hunting trip in connection with move from abroad back to the U.S.
- ☒ Temporary lodging allowance: payment of an allowance for expenses prior to departure from overseas post if employee and family are required to take temporary residence at a hotel, with supplemental allowance, if needed, to cover meal expenses in such a situation. ** Up to 90 days.*
- ☒ Deceased employee: payment to family for preparation of body, for casket, and for transportation of deceased employee, and for travel of dependents and shipment of household goods back to the U.S.

MISCELLANEOUS OTHER ALLOWANCES OR BENEFITS RELATING TO OVERSEAS SERVICE -

- ☒ Other payments, allowances, nonmonetary benefits, or tax exemptions relating to overseas service housing allowance - not taxed.
** salary, danger pay, post differential and miscellaneous expense are taxed*

Question 14. Eligibility, amounts, and costs of overseas allowances: Please review the items checked off in Question 13 above. For each item checked, please provide the following information:

- See booklet on amount & formula & rules*
- Eligibility: who is eligible for the allowance or nonmonetary benefit and under what circumstances?
 - Amounts: what is the formula or rule for determining the amount to be paid?
 - Rationale: what is the reason for the particular allowance, benefits, or tax exemption?

(Note: if the agency's allowance or benefit in any of these items is the same in substance as the Foreign Service, but the agency has different eligibility criteria or payment formulas, just explain the difference.)